

INSPECTOR EVALUATION SUMMARY

Name: _____

Title: _____

Grade: _____

Date: _____

CONSTRUCTION		EXPERIENCE				FORMAL TRAINING	PROFICIENCY LEVEL
Item	Activity	Units	Assisted	Responsible	Total Points		
			Point Factor(1)	Point Factor (2)			
Emergency Watershed Protection	a. Clearing and Snagging	Job					
	b. Sediment Removal	Job					
	c. Levee Repair	Job					
Surveys for Design and Construction	a. Bench Level	Job					
	b. Horizontal Control – Straight line & Angle	Job					
	c. Horizontal Control - Curve	Job					
Earthfill Placement	a. Compaction – Class A	Str.				<input type="checkbox"/> Const Inspec.* <input type="checkbox"/> SM-1** <input type="checkbox"/> Other (list on back)	
	b. Compaction – Class C	Str.					
Excavation	a. Cutoff Trench, etc.	Str.					
	b. Channel Modification	Miles					
	c. Wetland Topography	Acres					
Principal Spillway Conduit	a. Smooth Steel-Placement	Str.					
	b. Concrete - Placement	Str.					
	c. Water Control Structure	Str.					
Aggregates – Drain Fill or Riprap	a. Sampling & Checking	Str.	XXXXXX				
	b. Placement	Str.	XXXXXX				
Concrete	a. Test-Air, Slump, & Comp Cyl	Str.	XXXXXX			<input type="checkbox"/> Const Inspec.* <input type="checkbox"/> Concrete ** <input type="checkbox"/> Other (list)	
	b. Forming & Steel Placement	Str.	XXXXXX				
	c. Concrete Placement	Str.	XXXXXX				
Contract Administration	a. Interpretation – Specifications & Drawings	Job	XXXXXX			<input type="checkbox"/> Const Inspec.* <input type="checkbox"/> Concrete** <input type="checkbox"/> Other (list)	
	b. Job Diaries	Job	XXXXXX				
	c. Working with Contractors	Job	XXXXXX				<input type="checkbox"/> Managing for Excellence <input type="checkbox"/> Intro to NRCS
Vegetation	a. Grass Seeding & Mulching	Job					
	b. Wood Planting	Job					

* Must have course(s) indicated to receive proficiency level 4.

** Must have course(s) indicated to receive proficiency level 5.

Prepared by: _____
Supervisor DateApproved by: _____
Area/Project Engineer Date

TOTAL EXPERIENCE POINTS AND FORMAL TRAINING HOURS
TO ACHIEVE PROFICIENCY LEVELS

PROFICIENCY LEVELS:	EXPERIENCE Total points	FORMAL TRAINING Hours
1 = Aware	0	10
2 = Understand	2	20
3 = Performs with Supervision	5	40
4 = Apply Independently	10	90
5 = Proficient	15	120

FORMAL NRCS TRAINING

Soil Mechanics – I	22 Hours
Construction Inspection – 2 week course	65 Hours
Construction Inspection – 1 week course	32 Hours
Concrete	32 Hours
Soil Compaction and Field Control	32 Hours
Managing for Excellence	32 Hours
Intro to NRCS	24 Hours

INSTRUCTIONS FOR INSPECTOR EVALUATION SUMMARY SHEETS

1. The supervisor completes inspector evaluation summary.
2. Compute points under Assisted and Responsible columns by multiplying by one for assisted and by two for responsible experience.
 - a. Assure not more than five points are given for all items of work under the assisted column.
 - b. Some work items do not provide for any credit for assisted work. These are XXXXX out on the worksheet.
3. List formal training for all work items. List proficiency level of each item. Post the proficiency level by using the experience rating table on back of page or the formal training requirements identified on worksheet. Use whichever rating is lowest. When a person has had similar training to that required, credit may be given by noting this on the evaluation summary sheet.
4. When completed, sign, date, and send, along with worksheet, to Area/Project Conservation Engineer for review and approval.
5. Copy of approved evaluation will be sent to employee and supervisor.